

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

MINUTES OF MEETING

March 14, 2011

Approved

Board Members Present: Cynthia Luxton, John Rogalin, Ken Ritchie, Donna Schoenfeld,
Gary Lothson, Eileen Dubin, Jane Dargatz, Dr. Kirts

Board Members -Excused Absence:

Board Members - Absent: Jeff Whelan

Other Persons Present:

Office Staff Present: Kathy Ostdick

1. CALL TO ORDER

The meeting was called to order by the President, Cynthia Luxton, at 7:01 p.m.

2. AGENDA

Ms. Schoenfeld moved to approve the agenda; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.

3. INTRODUCTIONS

There were no introductions at this time.

4. MINUTES

Ms. Dubin moved to approve the amended minutes of the February 2011 Board meeting; seconded by Ms. Schoenfeld. The motion passed unanimously on a voice vote.

5. COMMUNITY INPUT

There was no community input at this time.

6. CORRESPONDENCE AND ANNOUNCEMENTS

Ms. Luxton discussed the upcoming quarterly meeting of ACMHAI in Springfield from 3/30 through 3/31 and also asked if any board members wished to go. Both Rev. Ritchie and Ms. Dubin expressed interest.

7. FINANCE REPORTS

Rev. Ritchie moved to approve the March 2011 agency claims in the amount of \$152,058.41; seconded by Dr. Kirts. The motion passed unanimously on a roll call vote.

Rev. Ritchie moved to approve the March 2011 office claims in the amount of \$1,446.01; seconded by Ms. Dubin. The motion passed unanimously on a roll call vote.

8. BOARD MEMBER ISSUES

A. Strategic plan - chart summary - tabled

B. Prologue to deliberations regarding ICG procedures by John Rogalin - Mr. Rogalin had asked the board members to read this document, which he had written in anticipation of the Individual Care grant procedure discussion. This will be discussed in closed session.

9. OFFICE REPORT

Ms. Luxton discussed the office report that was included in the board binder. Included was the progress on the Ben Gordon Center HVAC project, Finance committee questions to the Drug Court, Gurler Street issue, director resignation and search, and consultation by Bob Keller for agencies.

10. COMMITTEE REPORTS

Executive Committee:

Ms. Luxton gave a recap of the Executive committee meeting. The Behavioral Healthcare Taskforce report was discussed. Ms. Luxton reported that Barry Schrader had asked for a copy of the report and that the Daily Chronicle had called the members of the Behavioral Healthcare Taskforce for comments. They deferred comments to Ms. Luxton, as CMHB President. Ms. Luxton advised the newspaper that at this time it would be premature to comment, that our board had not had time for discussion, and anticipated that we would try to meet with the taskforce. Mr. Rogalin expressed his disappointment with the document, stating that more data was needed and without it we would not know what to fund. Dr. Kirts was of the opinion that the taskforce wanted the CMHB to fund most of their recommendations. Also, Dr. Kirts said he could not see setting up another bureaucracy. His suggestions would be to talk to the social services at the hospital to see what they believe is still needed. Just because the hospital closed the unit does not mean the behavioral healthcare skills have changed. They are very competent people. Ms. Dubin said that she would like to see if a respite center would be appropriate and what other best practices are in place in other counties. Mr. Rogalin offered to draft a letter to the taskforce stating the position of the CMHB.

Finance Committee:

Mr. Rogalin gave a recap of the Finance committee meeting. The Ben Gordon Center HVAC report was discussed. The Finance committee has followed up with the bid process and this will be discussed in Old Business. Grant applications were also reviewed and will be discussed in New Business.

Outcomes Committee:

The Outcomes committee did not meet.

11. OLD BUSINESS

A. Epilepsy Foundation presentation recommendations:

Ms. Luxton revised the previous letter to the Epilepsy Foundation and presented it to the board for review.

Rev. Ritchie moved to approve the recommendations to the Epilepsy Foundation; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

B. Board responsibility document approval:

The board responsibility document had been reviewed previously and needs board approval.

Ms. Dargatz moved to approve the Board Responsibility document; seconded by Dr. Kirts. The motion passed unanimously on a voice vote.

C. Ben Gordon Center HVAC:

The Ben Gordon Center HVAC replacement schedule was discussed. The first improvement as indicated by KJWW consultants is to replace the five rooftop units. Mr. Rogalin and Ms. Ostdick have started the bid process per the Finance Committee.

Mr. Rogalin moved to approve the bid process; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.

12. NEW BUSINESS

A. Grant application review:

Ms. Luxton discussed the timeline of the grant application review process. Two agencies will present information at a work session on March 15th. Hearings will be held on March 28th.

B. Agency agreement: Multi-agency: Individual Care Grant

The Individual Care Grant criteria and process were discussed. The grant is to help fund individuals who need to access services out of county, because those services are not available in DeKalb County. The criteria listed on the contract agreement document should be enforced.

Rev. Ritchie moved that the Executive Director have the authority to disburse this grant within the parameters of the ICG program and in the absence of an Executive Director that the Executive Committee should be authorized to review and act upon any requests within the parameters of the ICG program, to be reported at the following board meeting; seconded by Mr. Rogalin. The motion passed unanimously on a voice vote.

The board requested that the Finance Committee review the ICG agreement prior to the GY12 contract disbursement.

13. CLOSED SESSION

Mr. Rogalin moved to go into closed session at 8:29 p.m.; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.

Mr. Rogalin moved to go back into open session at 10:28 p.m.; seconded by Rev. Ritchie. The motion passed unanimously on a voice vote.

14. ADJOURNMENT - Next Board meeting date: 4/18/11

The meeting was adjourned at 10:28 p.m.

Respectfully submitted,

Cynthia Luxton, President

Kathy Ostdick, Recording Secretary